



**BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL, 1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876**

JAY KELLY, CHAIRMAN
JAYNE E. WELLMAN, VICE CHAIRMAN
JAMES F. MACKEY, III, CLERK
TODD R. JOHNSON, ESQ.
ANNE MARIE STRONACH

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January 11, 2022 – Meeting Minutes

The regular meeting was called to order by Mr. Jay Kelly, Chair at approximately 7:00 p.m. Also participating in the meeting were Ms. Jayne E. Wellman, Vice Chair; Mr. James F. Mackey, III, and Ms. Anne Marie Stronach, Board Member.

Participating via Telephone: Mr. Todd Johnson, Esq.

Also present was Mr. Richard Montuori, Town Manager

SCHEDULED ITEMS

There were no scheduled items to discuss.

RESIDENT COMMENTS

There were no comments made.

NEW BUSINESS

1. Opening and Closing the May 2, 2022, Annual Town Meeting Warrant, and the May 4, 2022, Special Town Meeting Warrants

Mr. Montuori recommended that the Select Board open the Annual Special Town Meeting Warrants beginning January 12, 2022, and close them on February 25, 2022, at 4:30 p.m.

MOTION: Board Member Stronach made a motion to open the Annual Special Town Meeting Warrants beginning January 12, 2022, and close them on February 25, 2022, at 4:30 p.m.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

2. Town Meeting Warrants

MOTION: Board Member Wellman made a motion to hold the Special Town Meeting on May 4, 2022, at 7:00 p.m. at the Tewksbury Memorial High School. Mr. Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

3. April 2, 2022, Local Election Ballot: Moderator

MOTION: Board Member Johnson made a motion to place the unexpired term of Town Moderator on the annual town election ballot. Board Member Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

4. Acceptance of Lowell 5 \$3,000 donation to Tewksbury Fire Department to Support First Responders

Mr. Montuori explained that the town received a donation from the Lowell 5 Bank in the amount of \$3,000 to go toward equipment and supplies for the ambulance.

MOTION: Board Member Stronach made a motion to accept the donation in the amount of \$3,000 with the Select Board's sincere gratitude. Board Member Wellman seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

5. Liquor License Approvals for Licenses: Crystals (transferring to Shell Food Mart), and Deli King, Transferring to Mike's on Main)

Board Member Mackey explained that the request was to renew the current holder for a period of time.

MOTION: Board Member Stronach made a motion to approve the continuance of the liquor license for Deli King, and Crystals, as presented, pending the transfer that had already been approved. Board Member Stronach seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

TOWN MANAGER

1. FY23 Budget Presentation (Presentation is available in its entirety on the town’s website.)

Mr. Montuori reviewed the proposed FY23 budget highlighting the following items:

- Each department was requested to provide a level-funded budget along with three top priorities they would like to see funded if said funds became available.
- The Finance Committee would review a thorough review of each department’s budget beginning on January 24th.

Expenditures

- The projected budget for FY23 for the town and school was \$127,110,820 which was an increase of \$2,943,027.
- Raise and appropriate for Cherry Sheet offsets in the amount of \$52,761 which level-funded and funds were earmarked for public libraries.
- Other local expenditures were projected at \$650,000 but the number would likely change.
- Teacher deferral - \$86,678 (last year of the teacher deferral)
- Total to be raised and appropriated for FY23: \$130,004,992.

Revenues

- Property Taxes
 - Property Tax Levy (Projected to increase by 2.5% over the previous year) - \$11,450,000.
 - New Growth (Additional tax revenue generated by new construction, renovations, or other increases) Personal property was the biggest driver of new growth which was residential in nature.
- Property taxes to be raised in the upcoming fiscal year would be taxed at the full levy limit of \$103,385,526 which was an increase in the levy of \$2,572,729.

- Projected FY23 tax impact is based upon tax levy increasing \$2,572,729 or \$190.00 per average tax bill.

Mr. Montuori noted, however, that there would likely be a vote to increase the tax levy at the October Town Meeting. He also said they expected home values would go up anywhere between 6% to 10% the following year.

Mr. Montuori pointed out if there were no increases to the tax levy in any given community it would result in a reduction in town and school budgets, whereby services would be reduced, and likely there would have to be a reduction in workforce.

- Revenue Assumptions State Aid:
 - State Aid is revenue allocated by the Commonwealth of Massachusetts to cities, towns, and regional school districts.
- Local Receipts Collected Locally
 - Proposed Total for FY23 is \$9,169,825

Mr. Montuori said his recommendation for the FY23 budget was:

Town Budget: \$127,110,820

(An increase of \$2,943,027 over FY22)

Breakdown:

Total Town Budget Net Allocation w/o Exempt Debt: \$ 44,001,405
 Total Exempt Town Debt: \$ 4,921,494

Total School Budget w/o Exempt Debt: \$ 64,197,438
 Total Exempt School Debt: \$ 6,603,450

Shawsheen Tech: \$ 7,253,619

Essex North Shore Agricultural & Tech. School District: \$ 133,414

Grand Total Net Enterprise Allocations: \$127,110,820

Board Member Wellman asked, regarding recruitment when the last time a pay and class study had been done. Mr. Montuori replied the last study was done in 2015 or 2016 so it was something they would look at soon.

Board Member Stronach thanked Mr. Montuori for a very comprehensive presentation and said she was incredibly proud that the town was looking to fund the DPW project. She also commended Mr. Montuori for getting the proposed budget out in a very timely manner.

Board Member Mackey commented he felt it was a good thing that the town was getting away from debt exemptions.

Board Member Johnson commented that the proposed method of funding the DPW project was exactly what residents had asked them to try to do. He said he felt the new proposed DPW facility could be done without a debt exclusion. He added he felt it was a very good budget presentation and the budget presented was a solid one.

Chair Kelly also said he felt the presentation was excellent.

Board Member Wellman asked Mr. Montuori for an updated list of when the debt exclusions would drop.

TOWN MANAGER

1. Town Counsel Invoice:

- December 1, 2021 – December 15, 2021: \$2,720.00

MOTION: Board Member Wellman made a motion to approve Town Counsel’s Invoice for the period of December 1, 2021 – December 15, 2021, in the amount of \$2,720.00. Board Member Mackey seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, 5
Ms. Wellman, & Mr. Kelly

Nay: 0

MOTION CARRIED 5 – 0 – 0.

MINUTES

There were no minutes to review.

Board Member Reports

Board Member Johnson

- The Zoning Bylaw Committee continued to meet, and the next meeting would be held on January 18th and would be a public input session, noting that it would be the last opportunity for public input regarding the proposed zoning bylaw.
- There was a survey out regarding retail marijuana, and it was a consideration from a zoning perspective.
- The committee would have a Warrant Article to present at the Spring Town Meeting.

Board Member Mackey

- Reiterated that the January 18th public meeting would be the last opportunity to receive public input.

- A final date for the launch of the new website would be coming soon.

Board Member Stronach

- The Elementary School Building Committee would meet the following Thursday at 6:00 p.m. and the project was on track and on budget.
- Noted that nomination papers were being collected at the Town Clerk’s office for those people who were interested in participating in town government.
- Thanked the DPW for all their hard work during the last snowstorm.

Board Member Wellman

- January 9th was National Law Enforcement Appreciation Day and expressed the Board’s appreciation to all their law enforcement staff.

Chair Kelly

- The next Reuse Committee meeting would be held on January 25, 2022.

ADJOURNMENT

MOTION: At approximately 8:50 p.m. Board Member Mackey made a motion to adjourn. Board Member Wellman seconded the motion.

A roll call vote was taken, which resulted as follows:

Yea: Mr. Johnson, Mr. Mackey, Ms. Stronach, Ms. Wellman, & Mr. Kelly	5
Nay:	0

MOTION CARRIED 5 – 0 – 0.

Approved by the Board of Selectmen on February 15, 2022

Documents Presented and/or Discussed:

- Opening and Closing of May 2, 2022, Annual Town Meeting Warrant
- Opening and Closing of May 4, 2022, Special Town Meeting Warrants
- April 2, 2022, Local Election Ballot: Moderator
- Acceptance of the Lowell 5 Bank's Donation for \$3,000 to the Tewksbury Fire Department to Support First Responders.
- Liquor License Approvals for Licenses: Crystals (transferring to Shell Food Mart), and Deli King (to be transferred to Mike on Main)
- Town Counsel Invoice: December 1, 2021 – December 15, 2021

Next Selectmen Meeting Date: January 25, 2022

Trish Gedziun
Recording Secretary